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<th>IELTS Preparation Workshop</th>
<th>Social English for Professional Use Workshop</th>
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**Contents**

This workshop, composed of 4 sessions, aims at helping students strengthen their oral presentation skills. There will be a wide variety of practical and interactive activities and practices. On completion of the workshop, students are expected to be able to give structured, clear and effective presentations with confidence.

**Session 1:**
- Giving a structured, clear and concise presentation: organization of a presentation, proper transitions between sections, conciseness when presenting ideas.

**Session 2:**
- Learning from good speakers: analysis of presentations and speeches from students, award-winning presenters and famous people.

**Session 3:**
- Mastering verbal and non-verbal delivery skills: verbal delivery skills (fluency, voice projection and pronunciation), non-verbal delivery skills (hand gesture, posture, eye contact and facial expression), use of visual aids.

**Session 4:**
- Tackling impromptu speeches: ways of structuring a speech, preparation in daily life.

**Date**: 2, 9, 16, 23 Oct 2018 (Tue)
**Time**: 6:30-8:30 pm
**Venue**: Room 406, Yasumoto International Academic Park
**Quota**: 20
**Deposit**: $250 (refundable upon attendance of 3 sessions or more)
**Language**: English
**Instructor**: Mr. Allen HO
**Enrollment Deadline**: 16 October 2018 (5:30pm, Tuesday)

*Applicants are required to pay the workshop deposit within 2 working days after online registration at Information Counter of Shaw College (LG 1, Wen Lan Tang)